

**City of Belmont
PARKS & RECREATION COMMISSION
REGULAR MEETING OCTOBER 5, 2011
MINUTES**

The regular meeting of the Belmont Parks & Recreation Commission of October 5, 2011 was called to order at 7:04 p.m. at the Belmont City Hall Council Chambers.

I. ROLL CALL

COMMISSIONERS PRESENT: Chair (CC) Cheechov, Vice Chair Davis, Commissioner (C) Wright, Andrews, King, and Bortoli

COMMISSIONERS ABSENT: Commissioner Sullivan and Youth Commissioners Bartee and Zakeri

STAFF PRESENT: Parks and Recreation Director (PRD) Gervais, Recreation Manager (RM) Brunson, and Secretary (S) Saggau

II. APPROVAL OF MINUTES

C Bortoli noted the first paragraph on page 3 the word **not** was mistakenly left out of the statement *YC Zakeri does (not) have an economic interest in the property.*

C Davis moved, seconded by C Bortoli, to approve the minutes of the regular meeting of September 7, 2011 with this correction. Vote 6-0 in favor.

III. PUBLIC COMMUNICATION/COMMENTS/ANNOUNCEMENTS

C Bortoli reported on the Senior Advisory Committee meeting. The contractor for the lunch program gave notice to end their contract with the City. Staff is working on finding a new contractor and members of the Senior Advisory Board will visit other Centers to try out their lunches.

C Wright reported on the Green Advisory Committee (GAC). The City Council wanted to wait until the new City Attorney started before moving on the four ordinances – ban on plastic bags, ban on Styrofoam, Construction and Demolition Debris and Outdoor Water Use. GAC also discussed tools that the County is providing for developing Climate Action Plans and that the County's Green Business Program is on hiatus because of funding issues.

PRD Gervais announced the Ribbon Cutting for the Bike Bridge is scheduled for Saturday, November 19, 2011.

Responding to CC Cheechov's questions PRD Gervais said the options for the Paper Trails signs have not been prepared yet and that the Tree Ordinance Pamphlet is near completion and will be forwarded to the Commission when it is done.

C Bortoli stated there was an article in the newspaper on the Sudden Oak Death Syndrome and questioned how much Belmont has been affected with it. C King said she had heard there is a species of Oak Tree that does not get Sudden Death and noted when Oak trees are replaced those should be used. C Davis noted that there is some oak damage in the Water Dog Lake area and added that Bay Trees are a vector, carrier of the disease, and distribute to other plants. PRD Gervais added he has seen few trees that appear to have died from Sudden Oak Death and noted the concern with fire in that area. PRD Gervais said the City has applied for a grant from Cal Fire for funds to set up a volunteer crew to look at Sudden Oak Death, Invasive Species and Fire Protection. He noted the City does not have the staff and resources to manage the open space and he would like to build on the volunteer effort there.

C Wright questioned if the College of San Mateo has a horticulture program and if the City could partner with a college horticulture program to assist with identifying invasive species.

PRD Gervais noted the City is also applying for a grant for work on the trail around Water Dog Lake.

C Wright noted that rebates are available for energy efficiency upgrades made to the home. PG&E provides up to \$4,000 in rebates and the County is doubling the amount so it goes up to \$8,000. She explained an Energy Assessment needs to be completed first that gives a written report on the most beneficial improvements. C King added she attended a meeting about this found that one must do the entire package including the assessment, inspections and completion of several items that must be done to be able to apply for the rebate and she noted that it could be costly. C Wright said she heard the average person would spend somewhere in the range of \$5,000-\$15,000.

IV. AGENDA AMENDMENTS

The Commission moved Item VIA before item VA in consideration of staff present.

VI. NEW BUSINESS

a. Adult Softball Partnership with San Mateo and Foster City

PRD Gervais reported that the Department has been in discussions with Foster City and San Mateo on a partnership combining the Adult Softball Program. This would be a trial program for one year and the cities envision a non-profit organization like the Amateur Softball Association of America (ASA) taking over the program.

RM Brunson noted originally 10 cities were involved in the discussions and it got divided into geographical regions. San Carlos and Burlingame were also in the group but they opted not to participate at this time. He stated there would be some cost savings by having one administrator

for the league. PRD Gervais added there has been some drop off in the number of teams in the leagues.

PRD Gervais and RM Brunson answered questions from the Commission. In response to Commission questions, staff noted that the City Attorney will review the Agreement. They will also check with the other cities on item #17 of the Agreement to see if they may want to increase the 90 days required to terminate the contract.

C Wright suggested advertising that free agents are welcome when marketing the softball program. C Andrews added businesses could also be encouraged to form teams in the marketing.

The Commission expressed support for this partnership. PRD Gervais said this would be brought to the City Council on the consent Agenda.

V. OLD BUSINESS

a. Neighborhood Outreach for the Davey Glen Park Project

PRD Gervais stated the Parks and Recreation Department has been asked to conduct additional outreach to the neighbors adjacent to Davey Glen Park. He explained he does not want to go back to the beginning of the project but to create understanding of the design and getting the neighbors to talk about the park. He proposed having this meeting in a different manner and having a workshop setting up tables with each table having a Commissioner and residents to discuss this project. PRD Gervais proposed having this meeting in November and having it on a Sunday instead of a Saturday when many people are participating in youth sports.

The Commission discussed different options for this meeting. It was decided to hold an informal, drop-in Open House meeting on Sunday, November 6, 2011 from 1-3 p.m. at the Davey Glen Park site. The park design would be displayed and the Commission and staff would be available to answer questions about it.

VII. DEPARTMENT REPORTS

A. Questions and Comments

PRD Gervais reported the following:

- Wi-Fi is now available at the Senior/Community Center.
- Improvement projects being considered for the Senior/Community Center include replacing carpets, painting interior and new furniture.
- There will be some staff changes in the Senior Center. Three part-time positions will be combined into one 32-hour week position and the Recreation Supervisor will also increase her hours to 32 hours week.
- The Sports Advisory Committee is developing the design for synthetic turf on the North Field; however, the soccer and baseball organizations have different opinions on the

design. There is a need for compromise on both sides in order for progress to be made. There is consensus on the South Field and that design will continue moving forward.

- The new Tree Ordinance is now in effect. Staff is working on creating a pamphlet to provide information to residents and notifying tree companies so they are aware of the new ordinance.
- The front of the Belmont Community Learning Center was painted and paid for by the Parent Teacher Organization.

Responding to C Andrew's question PRD Gervais said that Patricia Braunstein spoke at the last Commission meeting and invited the Commission to start discussions on Barrett Community Center and to develop ideas from the community. C Davis said he would like to contact Ms. Braunstein to discuss Barrett and noted other people in that neighborhood have expressed interest in Barrett Community Center.

C King noted that the Save the Music Festival was successful and well attended.

C Bortoli said that a resident noted that some play structures have a shade structure over them and that there may be a need for this at some sites. PRD Gervais agreed that this may be a good idea for the library and Barrett playgrounds as they get very hot in summer and he will check into the possibility.

B. Future Agenda Items

The Davey Glen Park site meeting will be the November meeting for the Commission.

The Cipriani Dog Park changes and discussion on the Davey Glen Park meeting will be on the December agenda.

VIII. ADJOURNMENT

The meeting was adjourned at 8:41 p.m.

Jonathan Gervais
Parks & Recreation Director